



MAHAYOGI GORAKHNATH UNIVERSITY, GORAKHPUR

Arogya Dham, Balapar Road, Sonbarsa, Gorakhpur-273007

VACANCY NOTIFICATION

Advertisement No.: MGUG/Recruitment/2026/07/005

Dated: 31.07.2026

Mahayogi Gorakhnath University Gorakhpur, is a Multidisciplinary University that is continuously expanding its infrastructure across a 200+ acre campus at Balapar, Gorakhpur. The University offers Higher Education across diverse fields, including Medicine, Ayurveda, Pharmacy, Nursing, Agriculture, Allied Health Sciences, and Management & Commerce. Additionally, the campus is home to a upcoming state-of-the-art multi-specialty hospital which will provide 1,800 beds high-quality healthcare services to the community in and around the region, along with two functional multispecialty hospitals with 650+ Bed (Gorakhnath Chikitsalaya) and 300+ Bed (Mahayogi Gorakhnath Chikitsalaya) both at Gorakhpur.

Mahayogi Gorakhnath University Gorakhpur invites applications from eligible, dedicated candidates for the following position:

Post: Computer Operator

Essential Qualifications and Skills:

- Graduate in any discipline from a recognized University.
- Diploma/Certificate in Computer Applications (DCA/PGDCA/CCC) or equivalent.
- Proficiency in MS Office (Word, Excel, PowerPoint), Internet, E-mail, and data entry.
- Proficiency in both English and Hindi typing with good typing speed.

Desirable Qualifications and Skills:

- Minimum 1–2 years of relevant experience in a hospital, medical college, or reputed organization.
- Candidates having experience in Ayushman Bharat (PM-JAY) or hospital software will be given preference.

Job Responsibilities

- Data entry and maintenance of records.
- Preparation of reports, letters, and official documents.
- Maintaining departmental databases and MIS.
- Any other work assigned by the Competent Authority.

Remuneration:

- Salary shall be commensurate with qualification, skills and experience as per University rules.

Application Process:

Eligible candidates may send their detailed resume along with supporting documents to **hr.head@mgug.ac.in** on or before **10th August, 2026**. Shortlisted candidates will be called for interview.

Subject of Email: *Application for Computer Operator*

Note: The University reserves the right: (i) To fill or not to fill any or all the posts advertised for any reasons whatsoever. If any vacancy arises after a particular post is filled, the vacancy shall be advertised. (ii) To withdraw the advertisement, either partly or wholly, at any time without assigning any reason.